



*Kitchen*



The perfect venue for  
your special event . . .



*Back porch*

nestled in the rolling hills of  
Granger Township



**Medina County  
Park District**

(330) 722-9364

website: [www.medinacountyparks.com](http://www.medinacountyparks.com)

email: [parks@medinacountyparks.com](mailto:parks@medinacountyparks.com)

Revised 2-25-21



*Fire ring with benches*



*Raymond's Room*

The Lodge at Allardale is made possible by generous donations  
from the Allard Family Fund and Linda Allard Gallen.

The Lodge at Allardale is the perfect venue for a variety of events . . .  
weddings • fundraisers • retirement parties • reunions • corporate retreats  
• bridal showers • baby showers • birthday parties

**Address:**

141 Remsen Road  
Medina, OH 44256 (Granger Township)

GPS coordinates

41°11'18.11"N 81°41'29.78"W

**Building:**

- 98-person occupancy
- Site is handicap accessible
- Lobby (18'-11" x 23'-8")
- Raymond's Room (13'-3" x 23'-8") with conference table and six chairs
- Large gathering room (31'-11" x 66'-7")



*Large gathering room*

**Alcohol:** Alcohol may only be served at private events (e.g. wedding receptions, graduation parties), as long as alcoholic beverages are kept inside the building, and the host obeys all laws. No person under age 21 may be served alcohol. The host/renter shall be solely responsible for compliance with all laws and the conduct of his/her guests. The sale of alcohol or the sale of tickets to fundraising events where alcohol will be served ***is prohibited*** at The Lodge at Allardale due to the prohibition of alcohol sales in Granger Township.

**Amenities:**

**Indoor**

- Gas log fireplace
- Heat/AC
- Kitchen area with stainless steel work tables
- Refrigerator
- Sink
- Microwave
- Warming cabinet
- Ceiling fans
- 15 round (60") and 16 rectangle tables (36 x 72"); 98 chairs
- Audio-visual system includes: Screen, DVD, computer input, input for Ipod and MP3 players, and microphones
- Internet access on request
- Restrooms

**Outdoor**

- Fire ring
- Charcoal grill
- Covered back porch (16' x 68')
- Lighted parking lot
- Pond
- Sledding hill
- Hiking trails

Items subject to change; call for verification



*Lobby*

# The Lodge at Allardale Rules and Regulations

Revised 2-25-21

The Lodge can be rented up to two years in advance of your activity. Please abide by the following rules so the building will remain beautiful for the next group.

**FEE SCHEDULE:** (Rates are 50 percent less for a government agency event or function, schools, churches, and not-for-profits.)

<b>Weekday Rates:</b>	<b>In-county</b>	<b>Out-of-county</b>	<b>Key deposit</b>
The Lodge at Allardale -- One Day: Mon. - Thurs.	\$400	\$550	\$100
The Lodge at Allardale -- Two Days: Mon. - Thurs.	\$700	\$950	\$100
The Lodge at Allardale -- Three Days: Mon. - Thurs.	\$1,000	\$1,350	\$100

<b>Weekend Rates:</b>	<b>In-county</b>	<b>Out-of-county</b>	<b>Key deposit</b>
The Lodge at Allardale -- One Day: Fri., Sat., Sun., Holiday	\$700	\$850	\$100
The Lodge at Allardale -- Two Days: Fri., Sat., Sun., Holiday	\$1,000	\$1,250	\$100
The Lodge at Allardale -- Three Days: Fri., Sat., Sun., Holiday	\$1,300	\$1,650	\$100

## COVID WAIVER AND CLEANING FEE

A COVID waiver must be signed and returned to Medina County Park District within two weeks of placing a reservation. In addition, it is your responsibility to contact, schedule, and pay Mark's Cleaning Service to provide janitorial and professional disinfecting services at the **conclusion** of your event. The cleaning service fee is \$480.38. **You must provide the park district with a receipt of payment and proof of scheduling the cleaning service no less than two weeks prior to your reservation.** If the park district does not receive a copy of the paid receipt as required, your reservation will automatically be cancelled and no refund will be issued.

A **refundable \$100 key fob/cleaning deposit is required** when you pick the key fob up at the park district headquarters the business day before your reservation. For weekend reservations, you must pick the key fob up either Thursday or Friday as **the park office is open Monday - Friday from 8 a.m. to 4:30 p.m.** and is closed weekends and holidays. The key fob must be returned in person to the park district office. Please wait at least two business days to return the key fob to allow time for office staff to receive the building inspection report. Please **do NOT** mail the key fob.

The key fob/cleaning deposit will be refunded provided the key fob is returned, and the building is left clean and undamaged. If the key fob is lost, \$25 will be retained from the deposit for replacement. Should damage to the facility occur at a cost that exceeds the maintenance deposit, the patron will be billed the difference.

## Payment Schedule:

**Payment in full can be made by check, cash, or by credit card.** A credit card payment can only be made online or in person at the park office. Please make your check payable to Medina County Park District, 6364 Deerview Lane, Medina, OH 44256.

## Cancellation/Refund Policy for The Lodge at Allardale:

Refunds will be issued, less a 20-percent processing fee, if cancellation is made 90 days or more prior to the reservation date. There are no refunds if cancellation is made less than 90 days from the reservation.

## Access:

**Building hours are from 9 a.m. to 11:30 p.m. You may only enter this site on the date(s) and times you have reserved. If you wish to set up for your event the night before, you must reserve that date as well.**

The maximum occupancy of the building is 98. At least one adult (18 years of age or older) must be at the site at all times during the reserved time period.

**Please do not interrupt another group's reservation asking to see the building.** If you wish to see inside prior to your reservation, contact the park office at (330)722-9364. If the building isn't reserved that day, we will be happy to set up an appointment to view the facility.

## Responsibilities and Regulations:

### 1. Setup/Tear Down

**The patron is responsible for setup and tear down** and must leave the premises as it was in its original state. Cleanup is the patron's responsibility. Cleaning products will be supplied. The kitchen area must be cleaned thoroughly along with tables, chairs, spills or other accidents, and all floors should be swept and/or vacuumed. Bring your own dish towels, rags, and sponges. They are not supplied. Trash bags will be supplied; please put trash in the dumpster located out the side kitchen door.

**No tacks, tape, nails, or staples are to be used to secure decorations** on walls, windows, doors, tables, woodwork, etc. Stand-alone decorations are recommended. Open-flame candles are permitted for ceremonies only; for dinners/receptions, candles must be contained in enclosed candle holders. No glitter or confetti may be used anywhere at this site. The release of balloons, Chinese lanterns, etc., is prohibited on park district grounds as these items are detrimental to the environment.

**Table and chair arrangement is the responsibility of the patron.** After use, all tables and chairs must be wiped off. Standing on tables and/or chairs is not permitted. Tables and chairs must remain indoors. The patron is responsible for providing table service and table linens (if desired).

Rectangle Tables:	16 – 36" x 72"
Round Tables:	15 – 60" diameter
Chairs:	98

Other furnishings must be returned to their original locations if they have been moved during the reservation.

## 2. Kitchen/Food Service

Medina County Park District does not provide catering services and does not have a food-preparation license. The kitchen is for warming purposes only and is equipped with a warming rack with six trays, microwave, refrigerator, and a sink for cleanup. Be sure to remove all items from the refrigerator before you leave.

Personal grills are permitted outside but are not to be placed on park tables.

## 3. Sale of Food/Beverages/Other Items

The user may not sell items of any kind unless the patron has applied for and received a special-use permit from the park district. The patron is responsible for securing a food permit from the Medina County Health Department, (330) 723-9511, if food is to be sold.

## 4. Alcohol

Alcohol may only be served at private events (e.g. wedding receptions, graduation parties) as long as alcoholic beverages are kept inside the building, and the host obeys all laws. No person under age 21 may be served alcohol. The host/renter shall be solely responsible for compliance with all laws and the conduct of his/her guests.

The sale of alcohol or the sale of tickets to fundraising events where alcohol will be served is prohibited at The Lodge at Allardale due to the prohibition of alcohol sales in Granger Township.

Rangers - Any user group serving alcoholic beverages may opt to hire a park ranger to provide security for the event at \$35 per hour (minimum of four hours) cash payment made directly to the ranger by the conclusion of the event. Contact the park office to arrange this service at least 30 days prior to the reservation.

## 5. No Smoking

This is a non-smoking facility – this means all areas inside the building. Appropriate containers have been placed outside.

## 6. Parking

Parking is permitted in designated areas only.

## 7. Securing the Building After Use

It is the patron's responsibility to secure the building before leaving. After all doors and windows are closed and locked and everyone else has exited the building, stand at the alarm keypad in the lobby. When the keypad message reads *Allard Lodge*, swipe the key fob on the Securitec label. When the keypad message reads *Armed*, you have one minute to exit the building.

## 8. Contacts

For maintenance and building concerns, please call (330) 635-4821. Report all accidents or problems to a park district ranger through the Medina County Sheriff's Department, (330) 725-6631, or to the Medina County Park District Office during normal business days/hours (M - F, 8 a.m. - 4:30 p.m., except holidays).

In case of an emergency, dial 911.